

25X1A

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21 October. Arrangements to date include the arrival of the group by chartered bus at approximately 6:30 p.m. [REDACTED] will provide the final guest list a week prior to the visit so that badges will be available upon arrival.

4. Career Training Program

New Career Trainee Recruitment Source. Chief, CTP, and

Chief, LTS, had a productive session on 23 September with Mr. John Cookson, Chief of the Foreign Languages Branch of the National Defense Education Act Fellowship Program, U.S. Office of Education.

Mr. Cookson has jurisdiction over the records of all students who hold or have received NDEA fellowship awards for the study of modern foreign languages, and has offered to make the records available for our review. Chief, CTP, has already reviewed a sampling of folders drawn from the more than 200 students who hold '65 - '66 awards for graduate-level study of Chinese, and was much impressed both with the amount of information available on each student and the very high level of qualifications reflected.

Going over the records will be a time-consuming process, particularly since no more than one or two people should go to work on them at a time, to avoid getting in the way of Mr. Cookson's small staff. This project is being coordinated with the Recruitment Division, the DD/I

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offices concerned, and FE/China Ops. Our immediate objective is to draw up a target list of candidates, and then to organize the recruitment effort.

5. Intelligence School

NPIC Training Requirements. Members of the Intelligence School faculty have met with NPIC's two Training Officers to discuss OTR's capability to meet NPIC requirements for Intelligence School courses. Based on the results of a survey of specific training needs, the following courses are desired for the numbers of NPIC personnel indicated:

Basic Writing Workshop	48
Technical Writing Workshop	34
Intermediate Writing Workshop	16
Effective Speaking	64
Intelligence Orientation	76
Intelligence Research	
(Map and Photo Reading)	37

A tentative program of courses for NPIC was agreed to, taking into consideration the Intelligence Techniques Course schedule, other Intelligence Production Faculty courses which are scheduled, and scheduled Intelligence Orientation courses.

6. School of International Communism

Merger of Two Regular Courses. An experimental merger of this fall's running of the Communist Party Organization and Operations Course and the Anti-Communist Operations Course is being planned. We have long pondered the desirability of such a step -- both as a substantive and a managerial device to make certain that DDP students

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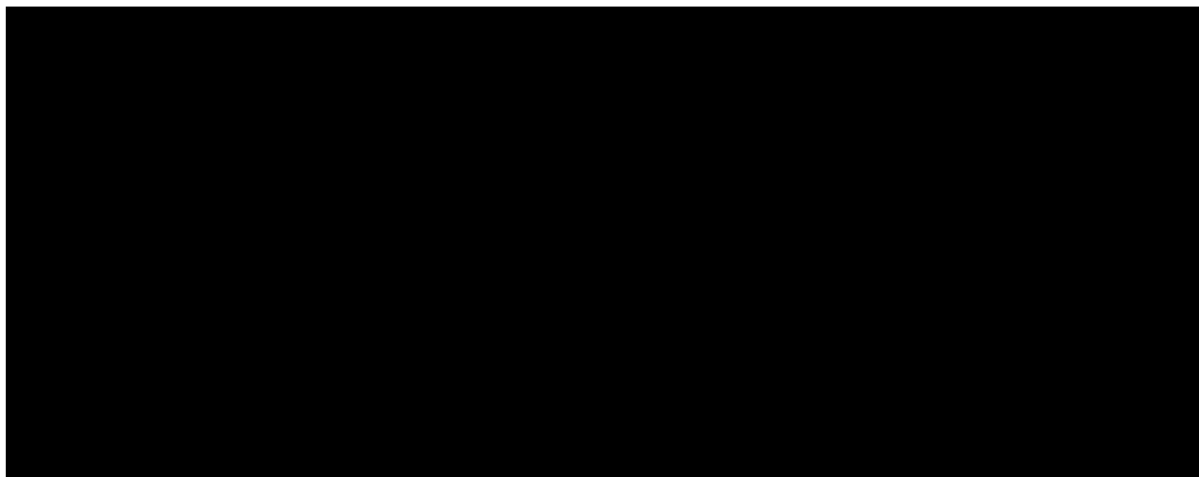
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entering the ACO have some degree of background on current Communist developments.

As a convenience to the large number of senior DDP guest speakers, the course will be given at Langley, using the Office of Security classroom, GA-13, which is available three mornings a week. Running the course three mornings a week will also be an innovation but we believe it to be feasible -- and in some ways -- desirable. The course is planned to begin on 25 October and run for five three-day weeks.

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7. [REDACTED]

Record Student Load. During the week ending 22 September,

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[REDACTED] accommodated the largest number of students in its fourteen-year history. One hundred eighty-five students were participating in six different training programs (Operations Course-44, Operations Familiarization Course-53, [REDACTED] Course-29, Midcareer-30,

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[REDACTED] for ORR-18 and [REDACTED] Course-11).

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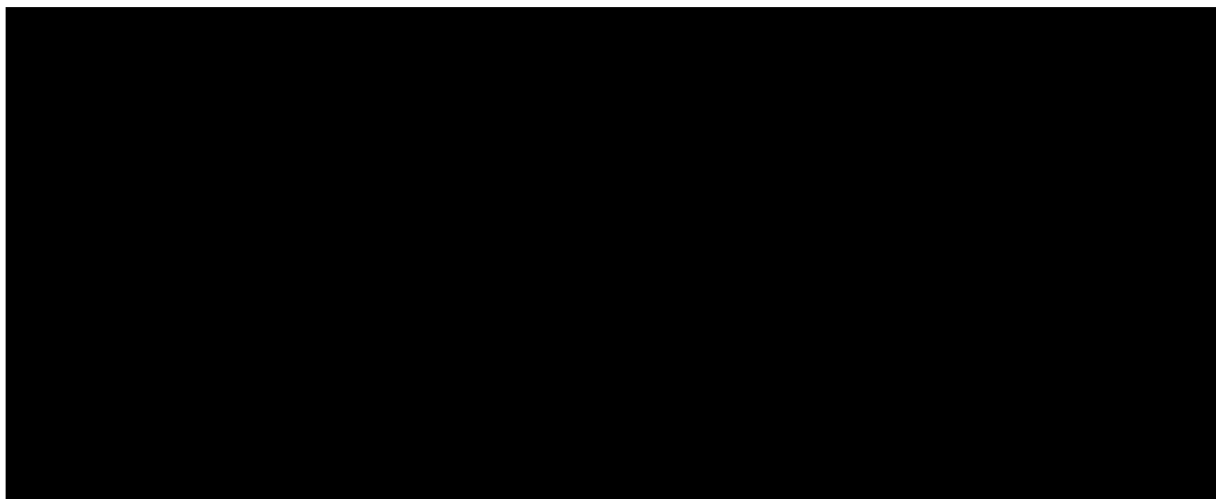
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Maintenance and Repair. The contract for modifications to the Warehouse is 100% complete. The contract for resurfacing of roads, driveways, and the airstrip is 55% complete. The contractor has painted the yellow Xs on the airstrip, but does not plan to correct the defects on the parking apron and the airstrip until he completes his paving operations.

Chairs for the Arenas. With reference to the purchase of 165 arm chairs for chairs for Arenas A and B, invitations to bid have been sent out, following a Real Estate and Construction Division ruling not to waive bidding requirements. Bids can be opened no earlier than 8 October. The contract will be awarded 11 October and delivery of the chairs probably will be no earlier than mid-January. Col. White was interested in this.

5. Language Training School

Tutorial Spanish Training. On 22 September [REDACTED] Office 25X1A of the DCI, contacted the Language Training School about the availability of self-study material in teaching English to Spanish speakers. Mrs. Ruborn

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is hiring as a maid a Cuban refugee who speaks little or no English.

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██████████ was advised that, in addition to records, LTS has a taped course of 30 lessons but that the beginning phase of the course would require the services of an instructor. After consultation with

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Mrs. Raborn, ██████████ advised the LTS that Mrs. Raborn preferred the course with the instructor and that instruction could begin the first week in October. An instructor is being made available for this tutorial.

Language Testing of EODs. Arrangements are being made with Deputy Chief, Personnel Operations Division/OP to test all professional EODs in language proficiency as soon as possible after their entrance on duty. The Office of Personnel advises that only a few of these employees are now being tested.

SIGNED

MATTHEW BAIRD
Director of Training

Attachment - OTR Attendance

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**OTR (Internal) Attendance for Week of:
20 - 24 September 1965**

Category	FT	PT	Tut	Total
Operations	262	---	---	262
Intelligence	91	20	---	111
Communication	---	9	---	9
Management	30	---	---	30
Clerical	16	81	---	97
Communism	13	---	---	13
Language	32	43	---	75
VLTP	---	---	---	---
Tutorial	---	---	23	23
Total	444	153	23	620

OTR (External Training)

**Week of 20-24 September 1965 -- 232 Agency employees in
161 external courses or
programs**

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